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**CONCORDIA COUNCIL ON AGING, INC.  
Vidalia, Louisiana**

**FINANCIAL STATEMENTS  
AND  
AUDITORS' REPORTS**

**June 30, 2004**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 2/2/05

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### **Concordia Council on Aging Vidalia, Louisiana**

**June 30, 2004**

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## **MANAGEMENT'S DISCUSSION AND ANALYSIS (MD &A)**

The following discussion and analysis of Concordia Council on Aging's financial performance provides an overview of the Council's financial activities for the year ended June 30, 2004. Please read it in conjunction with the financial statements, which begin on page 10.

### **FINANCIAL HIGHLIGHTS**

- The Council showed a net increase in overall net assets of \$5,046 or 2% this year .
- Net Capital Assets of the Council decreased by \$9,227 or 8%.
- No deficit fund balances exist at year-end.
- The unreserved, undesignated fund balance for the Council's General Fund was \$205,150 at year-end, which is a \$12,368 increase from the prior year.

### **HOW TO USE THIS ANNUAL REPORT**

This annual report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities (on pages 10 and 11) provide information about the activities of the Council as a whole and present a longer-term view of the Council's finances. Fund financial statements begin on page 13. For governmental activities, these statements tell how services were financed in the short-term as well as what remains for future spending. Fund financial statements also report the Council's operations in more detail than the government-wide statements by providing information about the Council's most significant funds.

Our auditor has provided assurance in his independent auditor's report, located immediately after this Management's Discussion and Analysis, that the Basic Financial Statements are fairly stated. The auditor is providing varying degrees of assurance about Supplementary Financial Information Required by GASB Statement 34 and Supplementary Financial Information Required by GOEA that follow later in this reporting package. A user of this report should read the independent auditor's report carefully to ascertain the level of assurance being provided for each part of the financial section of the report.

## **Reporting the Council as a Whole Using Government-Wide Statements**

Our analysis of the Council as a whole begins on page 10. An important question to ask about the Council's finances is, "Is the Council as a whole better off or worse off as a result of the year's activities?" The Statement of Net Assets and the Statement of Activities (referred to collectively as the Government-Wide financial Statements) report information about the Council as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting method used by most private-sector companies. All current year revenues and expenses are taken into account regardless of when cash is received or paid.

The Government-Wide statements can be found on pages 10 and 11 and report the council's net assets and changes in them. Some of the net assets are restricted which means they can only be used for a specific purpose. The Statement of Net Assets is designed to present the financial position of the Council as of year-end. Over time, increases or decreases in the Council's net assets are one indicator of whether its financial position is improving or deteriorating. However, to assess the overall financial position of the Council, you will need to consider other nonfinancial factors, such as the condition of the Council's capital assets and facilities, the addition or termination of grants and other revenue sources, and the expansion or contraction of programs and services.

The statement of activities provides information that show how the Council's net assets changed as a result of this year's activities. All of the Council's significant activities are reported in the Statement of Activities. These activities include a Health, Welfare, and Social Services function. The Health, Welfare, and Social Services function is comprised of various programs that include various supportive social services, nutritional services, and utility assistance. All activities of the Council are considered to be governmental activities. A governmental activity is one where the Council uses money it receives from government grants and contracts, along with donations from the general public, or a segment of the general public, such as the elderly. In other words, the people benefitting from the services are not required to pay for what they receive. If the Council charged fees to cover all or most of the cost of providing a service, that activity would be classified as a business-type activity. The Council does not have any business-type activities.

## **Reporting the Council's Most Significant Funds Using Fund Financial Statements**

Our analysis of the Council's major funds begins on page 13. The Fund Financial Statements can be found on pages 13 to 16 and provide detailed information about the most significant funds – not the Council as a whole. In the Fund Financial Statements you will see a General Fund and a variety of Special Revenue Funds. The General Fund is used to account for proceeds that are not legally restricted to expenditure for specified purposes. By using separate funds to track revenues and expenditures, we can control and manage funds for particular purposes or we can show that the fund is meeting legal responsibilities for using certain grants and other money.

The General Fund and Special Revenue Funds are considered governmental funds. Governmental funds focus on how money flows into and out of funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called the *modified* accrual accounting, which measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short-term view of the Council's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Council's programs. We have presented the difference between the net assets of governmental activities and the fund balances of the governmental funds in a reconciliation at the bottom of the Balance Sheet for Governmental Funds. In addition, the difference between the change in net assets for the governmental funds and the change in net assets for the governmental activities has been presented in a reconciliation on a separate page that follows the statement of Revenues, Expenditures, and Changes in Fund Balances for the Governmental Funds.

### **Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 18 to 36. You should read the notes before making assumptions or drawing conclusions about the Council's financial condition.

### **Supplementary Financial Information Required by GASB Statement 34**

The Governmental Accounting Standards Board (GASB) Statement 34 requires budgetary comparison schedules for the General Fund and each major Special Revenue Fund that has a legally adopted annual budget. The schedules compare the original and final appropriated budgets to actual budget results for the Council's fiscal year. We have also opted to present positive and negative variances between the final budget and actual amounts.

Major funds are those funds whose revenues, expenditures, assets, or liabilities are at least 10% of corresponding totals for all governmental funds. In addition, a major fund could be a fund that does not meet these criteria but which we believe is important to present for the Council's financial statement users.

Management's Discussion and Analysis is also required supplementary information (RSI) by GASB Statement 34. However, it is presented as the first item in this reporting package and not with the other RSI by GASB Statement 34.

## Other Supplementary Financial Information Required by GOEA

The Council has also presented other required supplemental information in this report package.

The Governor's Office of Elderly Affairs (GOEA) has required the Council to present as schedules the information on pages 42 and 43. This information will be used by GOEA to verify the accuracy of information the Council submitted to it during the year and to help GOEA monitor certain compliance requirements set forth in the grants that it has with the Council.

### AN ANALYSIS OF THE COUNCIL AS A WHOLE USING GOVERNMENT-WIDE FINANCIAL STATEMENTS

The following table reflects condensed information on the Council's net assets:

|                                     | <u>2004</u>       | <u>2003</u>       |
|-------------------------------------|-------------------|-------------------|
| Current and other assets            | \$ 208,760        | \$ 203,099        |
| Capital Assets, net of depreciation | <u>103,848</u>    | <u>113,075</u>    |
| Total Assets                        | <u>312,608</u>    | <u>316,174</u>    |
| <br>                                |                   |                   |
| Current Liabilities                 | <u>200</u>        | <u>8,812</u>      |
| Total Liabilities                   | <u>200</u>        | <u>8,812</u>      |
| <br>                                |                   |                   |
| Invested in capital assets          | 103,848           | 113,075           |
| Restricted                          | 3,410             | 1,505             |
| Unrestricted                        | <u>205,150</u>    | <u>192,782</u>    |
| Total Net Assets                    | <u>\$ 312,408</u> | <u>\$ 307,362</u> |

As of June 30, 2004, the Council "as a whole" had assets greater than its liabilities by \$312,408. The Council's total net assets increased from \$307,362 to \$312,408. This equates to a increase of 2%.

The Council's unrestricted net assets actually increased by \$12,368 or 6% over the year. About 66% of the Council's net assets are unrestricted as of June 30, 2004. It is important that the Council have unrestricted net assets so that we will have resources available to adapt to changes in the economy, emergencies, unexpected needs, and reductions in or termination of grant revenues by government agencies.

The Council's restricted net assets increased by \$1,905 or 126%. Net assets are reported as restricted when the constraints placed upon the asset's use are either (a) externally imposed by a grantor, contributor, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.

The net assets that have been invested in capital assets are presented net of any related outstanding debt incurred to acquire them.

### **AN ANALYSIS OF GOVERNMENTAL ACTIVITIES**

Most of the Council's activities are funded by federal, state, and local grants. These grants amount to approximately 76% of the revenues of the Council in 2004 and 69% in 2003. Some of these grants are restricted which means that the money can only be used in certain programs. The amount of funds available from most of the grants remains rather constant from year to year, however, some grant amounts may change based upon the level of service by the Council under the terms of the particular grant award.

The Council also receives donations from its clients and the general public. These revenues help to lessen the financial burden on the Council and allow it to maintain and expand services. Public support revenues represented 18 % and 14% of the total revenues of 2004 and 2003 respectively.

The Council invests idle funds and is able to earn some interest on this money each year. The investment earning are used or accumulated as necessary to meet expenses each year.

When reviewing the Government-Wide Statement of Activities, there are relationships that are important to the understanding of the Council's operations. As you can see, the Council's largest activities are related to nutrition services. The Council's main focus is to meet the needs of the elderly citizens of Concordia Parish. There is a high demand for these services; therefore, resources are channeled to meeting the demand.

### **AN ANALYSIS OF THE COUNCIL'S FUNDS USING GOVERNMENTAL FUND FINANCIAL STATEMENTS**

#### **Fund Balances**

The Council showed a combined governmental fund balance of \$208,560 (as shown on the Fund Financial Statement's balance sheet at page 14) at the end of this year, which is an increase of \$14,273. However, when you look at the funds individually you will see that the Council's General Fund increased by \$123,368 this year, while the Special Revenue Funds had a combined fund balance increase of \$1,905.

**Revenues**

The combined fund revenues decreased \$64,418 this year versus last year, or 23%.

**Expenditures**

Total expenditures decreased by \$33,216 this year, or 14%.

**AN ANALYSIS OF THE GENERAL FUND BUDGET**

The original and final budgets for the General, Title III-B, Title III C-1, and Title III C-2 funds are located in the Supplementary Financial Information Required by GASB Statement 34 section of this report on pages 37 to 40. When you review the budget versus actual schedule, you will note that the favorable and unfavorable variances are not very large. This is a result of the budget amendment process, which allows us the opportunity to use hindsight to adjust the forecast made at the beginning of the year, if necessary.

**AN ANALYSIS OF CAPITAL ASSET AND DEBT ADMINISTRATION**

At the end of the year, the Council had \$103,848 in fixed assets net of accumulated depreciation of \$40,552. This amounted to a net decrease of \$9227 from last year.

**Capital Assets, Net of Depreciation at Year End**

|                       | <i>Governmental Activities</i> |                  |
|-----------------------|--------------------------------|------------------|
|                       | <u>2004</u>                    | <u>2003</u>      |
| Vehicles              | \$ 137,107                     | \$124,727        |
| Furniture & Equipment | <u>7,292</u>                   | <u>7,292</u>     |
|                       | <u>\$ 144,399</u>              | <u>\$132,019</u> |

More detailed information can be found about the Council’s capital assets in Notes 1j and 5 to the financial statements.

**ECONOMIC FACTORS AND NEXT YEAR’S BUDGETS**

The Council receives most of its funding from federal and state agencies passed through the Cenla Area Agency on Aging, Inc. Because of this, the source of income for the Council is rather steady. However, some of the Council’s grants and contracts are contingent upon the level of service

provided by the Council, and therefore, revenues may vary from year to year. In setting its budget for fiscal year 2004, it was important that we deliver at least the same level of service to our clients and the public as we did in 2003. All of the Council's grants and contracts from the usual federal and state agencies have been approved for FY 2005. There have been no significant changes to the funding levels or terms of the grants and contracts. Accordingly, we have set our initial budget to provide the same programs and levels of service next year. There are no plans to add any significant programs for next year.

### **CONTACTING THE COUNCIL'S MANAGEMENT**

Our financial report is designed to provide government agencies and the general public an overview of the Council's finances and to demonstrate accountability for the money that it receives. If you have any questions about this report or wish to ask for more information, you should contact Dorothy H. McDonald, the Council's Executive Director, at the Council's main office located at 405 Carter Street Vidalia, Louisiana, by phone at 318-336-7887.

MEMBER  
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SOCIETY OF LOUISIANA  
CERTIFIED PUBLIC ACCOUNTANTS

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# DAUZAT, BEALL & DEBEVEC, CPAs

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A PROFESSIONAL CORPORATION

## INDEPENDENT AUDITORS' REPORT

Board of Directors  
Concordia Council on Aging, Inc.  
Vidalia, Louisiana

We have audited the accompanying general purpose financial statements of Concordia Council on Aging, Inc., (a non-profit, quasi-public organization) as of and for the year ended June 30, 2004. These general purpose financial statements are the responsibility of the **Council's** management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards in the U.S. and the standards applicable to the financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Concordia Council on Aging, Inc., as of June 30, 2004, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, we have also issued our report dated November 16, 2004, on our consideration of the **Council's** internal control over financial reporting and our test of its compliance with certain provisions of laws, regulations, and contracts.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The additional information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the general purpose financial statements of the Concordia Council on Aging, Inc. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

*Danzat, Ball & Debevec*

Certified Public Accountants

November 16, 2004

**GOVERNMENT WIDE FINANCIAL STATEMENTS**

**CONCORDIA COUNCIL ON AGING, INC.**  
Vidalia, Louisiana

**GOVERNMENT WIDE STATEMENT OF NET ASSETS**  
June 30, 2004

|   | <u>Governmental<br/>Activities</u> |
|---|------------------------------------|
| <b>Assets</b>                                   |                                    |
| Cash  | \$ 113,495                         |
| Investments                                     | 68,590                             |
| Grants and contracts receivable                 | 19,332                             |
| Prepaid expense                                 | 7,343                              |
| Capital assets, net of accumulated depreciation | <u>103,848</u>                     |
| <br>Total Assets                                | <br><u>\$ 312,608</u>              |
| <b>Liabilities</b>                              |                                    |
| Accounts payable                                | \$ 200                             |
| Total Liabilities                               | <u>\$ 200</u>                      |
| <b>Net Assets</b>                               |                                    |
| Invested in Capital Assets, net of debt         | \$ 103,848                         |
| Restricted for:                                 |                                    |
| AHEC Grant                                      | 2,506                              |
| Utility Assistance                              | 904                                |
| Unrestricted                                    | <u>205,150</u>                     |
| <br>Total Net Assets                            | <br><u>\$ 312,408</u>              |

The accompanying notes are an integral part of this statement.

CONCORDIA COUNCIL ON AGING  
Vidalia, Louisiana

GOVERNMENT WIDE STATEMENT OF ACTIVITIES  
For the Year Ended June 30, 2004

|                                     | Direct Expenses   | In-Direct Expenses | PROGRAM REVENUES                      |                                     | Net (Expenses)<br>Revenue and<br>Increases<br>(Decrease)s in Net<br>Assets |
|-------------------------------------|-------------------|--------------------|---------------------------------------|-------------------------------------|--|
|                                     |                   |                    | Operating Grants<br>and Contributions | Capital Grants and<br>Contributions |  |
| <b>Functions/Programs</b>           |                   |                    |                                       |                                     | <b>Total</b>   |
| <b>Governmental Activities</b>      |                   |                    |                                       |                                     | <b>Governmental<br/>Activities</b>   |
| Health, Welfare, & Social Services: |                   |                    |                                       |                                     |  |
| Supportive Services:                |                   |                    |                                       |                                     |  |
| Other Services                      | \$ 3,628          | \$ 1,947           | \$ 5,766                              | \$ 0                                | \$ 191   |
| Information and Assistance          | 2,234             | 1,936              | 4,784                                 | 0                                   | 614  |
| Outreach                            | 1,305             | 697                | 2,297                                 | 0                                   | 295  |
| Transportation                      | 52,815            | 95,540             | 93,043                                | 0                                   | (55,312)   |
| Homemaker                           | 9,888             | 5,298              | 17,422                                | 0                                   | 2,236  |
| Nutrition Services:                 |                   |                    |                                       |                                     |  |
| Congregate Meals                    | 14,669            | 7,208              | 16,459                                | 0                                   | (5,418)  |
| Home Delivered Meals                | 27,382            | 13,456             | 29,454                                | 0                                   | (11,384)   |
| Utility Assistance                  | 2,953             | 0                  | 2,352                                 | 0                                   | (601)  |
| AHEC Grant                          | 10,232            | 0                  | 12,738                                | 0                                   | 2,506  |
| National Family Caregiver Support:  |                   |                    |                                       |                                     |  |
| Respite Care                        | 2,171             | 1,085              | 8,730                                 | 0                                   | 5,474  |
| Other Services                      | 3,114             | 1,554              | 12,518                                | 0                                   | 7,850  |
| In-home Services                    | 1,648             | 875                | 2,952                                 | 0                                   | 429  |
| Senior Activities                   | 0                 | 21,608             | 20,071                                | 53,762                              | 52,225   |
| Total governmental activities       | <u>\$ 132,039</u> | <u>\$ 151,204</u>  | <u>\$ 228,586</u>                     | <u>\$ 53,762</u>                    | <u>(\$951)</u>   |

General Revenues:

|  |                   |
|--|-------------------|
| Grants and Contributions not restricted to specific programs | 944               |
| Unrestricted Investment Income                               | 2,115             |
| Gain on sale of assets                                       | 2,882             |
| Total general revenues                                       | <u>5,941</u>      |
| Increase (Decrease) in net assets                            | 5,046             |
| Net assets - beginning of the year                           | <u>307,362</u>    |
| Net assets - end of the year                                 | <u>\$ 312,408</u> |

The accompanying notes are an integral part of this statement.

**FUND FINANCIAL STATEMENTS**

**CONCORDIA COUNCIL ON AGING, INC.**  
Vidalia, Louisiana

**BALANCE SHEET**  
**GOVERNMENTAL FUNDS**  
June 30, 2004

|                                     | <u>General Fund</u> | <u>Title III B</u> | <u>Title III C-1</u> | <u>Title III C-2</u> | <u>Non-Major Funds</u> | <u>Total</u>      |
|-------------------------------------|---------------------|--------------------|----------------------|----------------------|------------------------|-------------------|
| <b>Assets</b>                       |                     |                    |                      |                      |                        |                   |
| Cash                                | \$ 110,085          | \$ 0               | \$ 0                 | \$ 0                 | \$ 3,410               | \$ 113,495        |
| Investments                         | 68,590              | 0                  | 0                    | 0                    | 0                      | 68,590            |
| Grants and contracts receivable     | 0                   | 5,451              | 2,181                | 1,746                | 9,954                  | 19,331            |
| Prepaid expenses                    | 7,343               | 0                  | 0                    | 0                    | 0                      | 7,343             |
| Due from Special Revenue Funds      | <u>19,332</u>       | <u>0</u>           | <u>0</u>             | <u>0</u>             | <u>0</u>               | <u>19,332</u>     |
| Total Assets                        | \$ <u>205,350</u>   | \$ <u>5,451</u>    | \$ <u>2,181</u>      | \$ <u>1,746</u>      | \$ <u>13,364</u>       | \$ <u>228,091</u> |
| <b>Liabilities</b>                  |                     |                    |                      |                      |                        |                   |
| Accounts payable                    | 200                 | 0                  | 0                    | 0                    | 0                      | 200               |
| Due to General Fund                 | <u>0</u>            | <u>5,451</u>       | <u>2,181</u>         | <u>1,746</u>         | <u>9,954</u>           | <u>19,352</u>     |
| Total Liabilities                   | <u>200</u>          | <u>5,451</u>       | <u>2,181</u>         | <u>1,746</u>         | <u>9,954</u>           | <u>19,552</u>     |
| <b>Fund Balances:</b>               |                     |                    |                      |                      |                        |                   |
| Reserved for:                       |                     |                    |                      |                      |                        |                   |
| AHEC grant                          | 0                   | 0                  | 0                    | 0                    | 2,506                  | 2,506             |
| Utility assistance                  | 0                   | 0                  | 0                    | 0                    | 904                    | 904               |
| Unreserved/Undesignated:            |                     |                    |                      |                      |                        |                   |
| General Fund                        | <u>205,150</u>      | <u>0</u>           | <u>0</u>             | <u>0</u>             | <u>0</u>               | <u>205,150</u>    |
| Total Fund Balances                 | <u>205,150</u>      | <u>0</u>           | <u>0</u>             | <u>0</u>             | <u>3,410</u>           | <u>208,560</u>    |
| Total Liabilities and Fund Balances | \$ <u>205,350</u>   | \$ <u>5,451</u>    | \$ <u>2,181</u>      | \$ <u>1,746</u>      | \$ <u>13,364</u>       | \$ <u>103,848</u> |

Amounts reported for governmental activities in the statement of net assets are different because:  
 • Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds  
 Net Assets of Governmental Activities \$ 103,848

The accompanying notes are an integral part of this statement.

**CONCORDIA COUNCIL ON AGING, INC.**  
Vidalia, Louisiana

**STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS  
For the Year Ended June 30, 2004**

|                                      | <u>General<br/>Fund</u> | <u>Title III-B</u> | <u>Title III<br/>C-1</u> | <u>Title III<br/>C-2</u> | <u>Non-Major<br/>Funds</u> | <u>Totals</u>  |
|--------------------------------------|-------------------------|--------------------|--------------------------|--------------------------|----------------------------|----------------|
| <b>Revenues</b>                      |                         |                    |                          |                          |                            |                |
| Intergovernmental:                   |                         |                    |                          |                          |                            |                |
| Governor's Office of Elderly Affairs | \$ 21,048               |                    |                          |                          |                            | \$ 21,048      |
| Passed through Cenla Area            |                         | \$ 46,635          | \$ 9,150                 | \$ 24,725                | \$ 46,601                  | 127,111        |
| Agency on Aging, Inc.                | 4,224                   | 0                  | 0                        | 0                        | 0                          | 4,224          |
| Dept. of Health & Hospitals          | 0                       | 1,500              | 0                        | 0                        | 0                          | 1,500          |
| Police Jury                          | 0                       | 0                  | 0                        | 0                        | 12,738                     | 12,738         |
| AHEC Grant                           | 1,486                   | 629                | 0                        | 0                        | 0                          | 2,115          |
| Interest income                      |                         |                    |                          |                          |                            |                |
| Public support:                      |                         |                    |                          |                          |                            |                |
| Client Contributions                 | 944                     | 30,967             | 7,309                    | 4,729                    | 0                          | 43,949         |
| LACOA                                | 0                       | 0                  | 0                        | 0                        | 2,352                      | 2,352          |
| In-kind contributions                | 76,555                  | 0                  | 0                        | 0                        | 0                          | 76,555         |
| Total Revenues                       | <u>104,257</u>          | <u>79,731</u>      | <u>16,459</u>            | <u>29,454</u>            | <u>61,691</u>              | <u>291,592</u> |
| <b>Expenditures</b>                  |                         |                    |                          |                          |                            |                |
| Health, Welfare & Social Services    |                         |                    |                          |                          |                            |                |
| Current:                             |                         |                    |                          |                          |                            |                |
| Salaries                             | 7,016                   | 69,939             | 16,609                   | 21,480                   | 5,240                      | 120,284        |
| Fringe                               | 657                     | 7,568              | 1,610                    | 2,395                    | 757                        | 12,987         |
| Travel                               | 84                      | 1,515              | 124                      | 12,093                   | 913                        | 14,729         |
| Operating services                   | 382                     | 25,705             | 2,209                    | 3,343                    | 10,234                     | 41,873         |
| Operating supplies                   | 91                      | 2,948              | 893                      | 581                      | 567                        | 5,080          |
| Other Costs                          | 985                     | 2,932              | 432                      | 946                      | 445                        | 5,740          |
| Utility assistance                   | 0                       | 0                  | 0                        | 0                        | 2,953                      | 2,953          |
| Capital Outlays                      | 67,202                  | 0                  | 0                        | 0                        | 0                          | 67,202         |
| In-kind expenses                     | 9,353                   | 0                  | 0                        | 0                        | 0                          | 9,353          |
| Total expenditures                   | <u>85,770</u>           | <u>110,607</u>     | <u>11,393</u>            | <u>40,838</u>            | <u>21,109</u>              | <u>280,201</u> |

|  |                   |               |              |               |                 |                   |
|--|-------------------|---------------|--------------|---------------|-----------------|-------------------|
| <b>Excess (deficiency)<br/>of revenues over<br/>expenditures</b> | 18,487            | (30,876)      | (5,418)      | (11,384)      | 40,582          | 11,391            |
| <b>Other financing sources(uses)</b>                             |                   |               |              |               |                 |                   |
| Operating transfers in   | 29,608            | 47,160        | 5,418        | 11,384        | 759             | 94,329            |
| Operating transfers out  | (38,609)          | (16,284)      | 0            |               | (39,436)        | (94,329)          |
| Gain on sale of assets   | <u>2,882</u>      | <u>0</u>      |              |               |                 | <u>2,882</u>      |
| Total other financing<br>sources (uses)                          | <u>(6,119)</u>    | <u>30,876</u> | <u>5,418</u> | <u>11,384</u> | <u>(38,677)</u> | <u>2,882</u>      |
| <b>Net increase<br/>(decrease)in<br/>fund balances</b>           | 12,368            | 0             | 0            | 0             | 1,905           | 14,273            |
| <b>Fund balance, beginning of year</b>                           | <u>192,782</u>    | <u>0</u>      | <u>0</u>     | <u>0</u>      | <u>1,505</u>    | <u>194,287</u>    |
| <b>Fund balance, end of year</b>                                 | <u>\$ 205,150</u> | <u>\$ 0</u>   | <u>\$ 0</u>  | <u>\$ 0</u>   | <u>\$ 3,410</u> | <u>\$ 208,560</u> |

The accompanying notes are an integral part of this statement.



**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**June 30, 2004**

**Note 1 Purpose of the Council on Aging and Summary of Significant Accounting Policies**

**a. Purpose of the Council on Aging:**

The purpose of the Council is to collect facts and statistics and make special studies of conditions pertaining to the employment, financial status, recreation, social adjustment, mental and physical health or other conditions affecting the welfare of the aging people in Concordia Parish; to keep abreast of the latest developments in these fields of activity throughout Louisiana and the United States; to interpret its findings to the citizens of the parish and state level; to conduct public meetings to make recommendations for needed improvements and additional resources; to promote the welfare of aging people when requested to do so; to coordinate and monitor services of other local agencies serving the aging people of the parish; and to assist and cooperate with the Governor's Office of Elderly Affairs (GOEA) and other departments of state and local government serving the elderly; and to make recommendations relevant to the planning and delivery of services to the elderly of the parish.

Specific services provided by the Council to the elderly residents of Concordia Parish include providing congregate and home delivered meals, nutritional education, information and assistance, outreach, chore, medication management utility assistance, recreation, and transportation.

**b. Reporting Entity:**

In 1964, the State of Louisiana passed Act 456 authorizing the charter of a voluntary council on aging for the welfare of the aging people in each parish of Louisiana. However, before the council on aging can begin operations in a specific parish, its application for a charter must receive approval from the Governor's Office of Elderly Affairs pursuant to LA R.S. 46:1602. The functions of each council on aging in Louisiana must comply with the objectives of state laws and are governed by the policies and regulations established by GOEA.

**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**June 30, 2004**

**Note 1      Summary of Significant Accounting Policies – (continued)**

**b. Reporting Entity: – (continued)**

The Concordia Council on Aging is a legally separate, non-profit, quasi-public corporation. It received its charter and began operations on July 8, 1969. A board of directors, consisting of 15 voluntary members, who serve three-year terms, governs the Council. The board of directors is comprised of, but not limited to representatives of the Parish's elderly population, general public, private businesses, and elected public officials. Board members are elected annually.

*Membership in the Council is open at all times, without restriction, to all residents of Concordia Parish who have reached the age of majority and who express an interest in the Council and wish to contribute to or share in its programs. Membership fees are not charged.*

Based on the criteria set forth in GASB Statement 14, the Concordia Council on Aging is not a component unit of another primary government nor does it have any component units that are related to it. In addition, based on the criteria set forth in GASB Codification Section 2100, the Council has presented its financial statements as a primary government, because it is a special-purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state and local governments. As previously mentioned, GOEA establishes the policies and regulations that all councils must follow. Included in its policies is a provision that the Council's budget be approved by GOEA. However, this approval process is part of GOEA's general oversight responsibility for the Council and is more ministerial or compliance oriented than substantive.

Accordingly, the Council is viewed as being fiscally independent for purposes of applying the reporting entity criteria of GASB Statement 14.

**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**June 30, 2004**

**Note 1 Summary of Significant Accounting Policies – (continued)**

**c. Presentation of Statements:**

The Council's statements are prepared in accordance with accounting principles generally accepted (GAAP) in the United States of America as applicable to governmental entities. The Governmental Accounting Standards (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). Governments are also required to follow the pronouncements of the Financial Accounting Standards Board (FASB) issued through November 30, 1989 (when applicable) that do not conflict with or contradict GASB pronouncements.

The Council has the option to apply FASB pronouncements issued after that date to its business-type activities and enterprise funds; however, the Council has chosen not to do so because it does not have any business-type activities or enterprise funds. The more significant accounting policies established in GAAP and used by the Council are discussed below.

In June 1999, the Governmental Accounting Standards Board (GASB) unanimously approved Statement No. 34, *Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments*. Certain of the significant changes in the Statement include the following:

- For the first time the financial statements include:
  - A Management Discussion and Analysis (MD&A) section providing an analysis of the Council's overall financial position and results of operations.
  - Governmental-Wide Financial statements prepared using full accrual accounting for all of the Council's activities.
- A change in the fund financial statements to focus on the major funds.

**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**June 30, 2004**

**Note 1      Summary of Significant Accounting Policies – (continued)**

- **Presentation of Statements: – (continued)**

These and other changes are reflected in the accompanying financial Statements (including notes to financial statements). The Council was required to implement the general provisions of the GASB Statement 34 in the current year.

- **Basic Financial statements – Government-Wide Statements**

The Council's basic financial statements include both Government-Wide (reporting the Council as a whole) and fund financial statements (reporting the Council's major funds). Both the Government-Wide and Fund Financial Statements categorize primary activities as either governmental or business type. The Council's functions and programs have been classified as governmental activities. The Council does not have any business-type activities, fiduciary funds, or any component units that are fiduciary in nature. Accordingly, the Government-Wide financial statements do not include any of these activities or funds.

In the Government-Wide statement of Net Assets, the governmental type activities Column (a) is presented on a consolidated basis by column, (b) and is reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Council's net assets are reported in three parts - invested in capital assets, net of related debt; restricted net assets; and unrestricted net assets. Invested in capital assets, net of related debt consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those capital assets. Restricted net assets consist of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors,

**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**June 30, 2004**

**Note 1 Summary of Significant Accounting Policies – (continued)**

**d. Basic Financial statements – Government-Wide Statements - (continued)**

contributors, or laws and regulations of other governments; or (2) law through constitutional provisions or enabling legislation. Unrestricted net assets include all other net assets that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

The Council’s policy is to use restricted resources first to finance its activities. Quite often unrestricted resources are available for use that must be consumed or they will have to be returned to GOEA. In such cases it is better for management to elect to apply and consume the unrestricted resources before using the restricted resources. As a result, the Council will depart from its usual policy of using restricted resources first.

The Government-Wide Statement of Activities reports both the gross and net cost of each of the Council’s functions and significant programs. Many functions and programs are supported by general government revenues like intergovernmental revenues, and unrestricted investment income, particularly if the function or program has a net cost. The Statement of Activities begins by presenting gross direct and indirect expenses that include depreciation, and then reduces the expenses by related program revenues, such as operating and capital grants and contributions, to derive the net cost of each function of each function or program. Program revenues must be directly associated with the function or program to be used to directly offset its cost. Operating grants include operating-specific and discretionary (either operating or capital) grants, while the capital grants column reflects capital-specific grants.

**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS  
June 30, 2004**

**Note 1      Summary of Significant Accounting Policies – (continued)**

**d. Basic Financial statements – Government-Wide Statements - (continued)**

The Council allocates its indirect costs among various functions and programs in accordance with Circular A-87. The Statement of Activities shows this allocation in a separate column labeled “indirect cost allocation.” In addition, GOEA provides grant funds to help the Council pay for a portion of its indirect costs. As a result, only the indirect costs in excess of the GOEA funds are allocated to the Council’s other functions and programs.

The Government-Wide Statements focus upon the Council’s ability to sustain operations and the change in its net assets resulting from the current year’s activities.

**e. Basic Financial Statements - Fund Financial Statements:**

The financial transactions of the Council are reported in individual funds in the Fund Financial Statements. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues, and expenditures. Resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The various funds are reported by *generic classification within the financial statements.*

The Council uses governmental fund types. The focus of the governmental fund measurement (in the fund statements) is on determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than on net income. An additional emphasis is placed on major funds within the governmental fund types. A fund is considered major if it is the primary operating fund of the Council or if its total assets, liabilities, revenues, or expenditures are at least 10% of the corresponding total for all funds of that category or type.

CONCORDIA COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS  
June 30, 2004

Note 1 Summary of Significant Accounting Policies – (continued)

e. Basic Financial Statements - Fund Financial Statements: - (continued)

Governmental fund equity is called the fund balance. Fund balance is further classified as reserved and unreserved, with unreserved being further split into designated and undesignated. Reserved means that the fund balance is not available for expenditure because resources have already been expended (but not consumed), or a legal restriction has been placed on certain assets that makes them only available to meet future obligations. Designated fund balances result when management tentatively sets aside or earmarks certain resources to expend in a designated manner. In contrast to reserved fund balances, designated amounts can be changed at the discretion of management.

The following is a description of the governmental funds of the Council:

- **The General Fund** is the general operating fund of the Council. It is used to account for all financial resources except those required to be accounted for in another fund.
- **Special Revenue Funds** are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. A large percentage of the Council's special revenue funds are Title III funds. These funds are provided by the United States Department of Health and Human Services - Administration on Aging to the Governor's Office of Elderly Affairs, which in turn "passes through" the funds to the Cenla Area Agency on Aging, which passes through the funds to the Council on a predetermined unit cost reimbursement basis.

**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**June 30, 2004**

**Note 1 Summary of Significant Accounting Policies – (continued)**

**e. Basic Financial Statements - Fund Financial Statements: - (continued)**

The following programs comprise the Council's General Fund.

**Other Local**

Revenues, such as, (1) donations from the general public, (2) income from various fund raisers (3) program service revenue from renting Medic Alert units and providing Medicaid services, and (4) interest income earned on idle funds which have been invested, have been recorded in the "other local" program of the General fund. Expenses incurred which are not chargeable to specific programs are recorded at "other local" program expenditures. Also, expenses incurred to produce related program service fees and fund raising income are charged to "other local" program expenditures. "Other local" funds are also used as transfers to special revenue funds to supplement those programs. In addition, fixed assets additions are generally paid with "other local" funds.

**Title 19 Medicaid**

Louisiana Department of Health and Hospitals reimburses the Council for transportation of Medicaid patients to medical appointments.

**PCOA (Act 735)**

PCOA (Act 735) funds are appropriated for the Council by the Louisiana Legislature and remitted to the Council via the Governor's Office of Elderly Affairs (GOEA). The council may use these "Act 735" funds at its discretion provided the program is benefitting people who are at least 60 years old.

CONCORDIA COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS  
June 30, 2004

**Note 1**      **Summary of Significant Accounting Policies – (continued)**

**e. Basic Financial Statements - Fund Financial Statements: - (continued)**

The Council has established several special revenue funds. The following is a brief description of each special revenue fund's purpose:

**Major Special Revenue Funds**

**The Title III B Fund** is used to account for funds, which are used to provide various units of supportive social services to the elderly. GOEA has established the criteria for defining a qualifying unit of service for each Title III program.

**The Title III C-1 Fund** is used to account for funds that are used to provide nutritional, congregate meals to the elderly at meal sites located in Concordia Parish. During the year the Council served 19,414 meals to people eligible to participate in this program.

**The Title III C-2 Fund** is used to account for funds that are used to provide nutritional meals to homebound older persons. The Council served 19,384 meals during the year to people eligible to participate in this program.

**Non-Major Special Revenue Funds**

**The Title III D Fund** is used to account for funds used for disease prevention and health promotion activities.

**The Title III E Fund** accounts for the resources and activities of the National Family Caregiver Support Program. The purpose of the program is to provide multifaceted systems of support services for family caregivers and grandparents or older individuals who are related caregivers.

**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2004**

**Note 1      Summary of Significant Accounting Policies – (continued)**

**e. Basic Financial Statements - Fund Financial Statements: - (continued)**

**Non-Major Special Revenue Funds-(continued)**

**The Senior Center Fund** is used to account for the administration of Senior Center program funds appropriated by the Louisiana Legislative to GOEA who passes on the funds to the Council, The purpose of this program is to provide a community service center at which elderly people can receive supportive social services and participate in activities which foster their independence, enhance their dignity, and encourage their involvement in and with the community. The senior center for Concordia Parish is located in Vidalia, La. Senior Center funds can be used at management's discretion to support any of the Council's programs that benefit the elderly. Accordingly, during the fiscal year, the Senior Center Fund transferred all of its grant revenue to the Title III B Fund to purchase units of services for elderly persons who use the senior center.

**The Utility Assistance Fund** is used to account for the administration of utility assistance that is sponsored by local utility companies. The companies collect contributions from service customers and remit the funds to the parish councils on the aging to provide assistance to the elderly for the payment of utility bills. LP&L Helping Hands donations are provided through the Louisiana Association of Councils on Aging, Inc. (LACOA).

**The Supplemental Senior Center Fund** was established to account for funds that were appropriated by the Louisiana Legislature for the various councils on aging throughout Louisiana to supplement each council's primary grant for senior center operations and activities. The Concordia Council on Aging was one of the parish councils to receive a supplemental grant of \$3,825. The money received by this fund during the year was transferred to the Title III B Fund to supplement the Senior Center services purchased from this fund.

**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**June 30, 2004**

**Note 1      Summary of Significant Accounting Policies – (continued)**

**f. Measurement Focus and Basis of Accounting:**

Basis of accounting refers to when revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

**1. Accrual Basis – Government-Wide Financial Statements (GWFS):**

The Statement of Net Assets and the Statement of Activities display information about the Council as a whole. Both of these statements have been prepared using the economic measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

**2. Modified Accrual Basis – Fund Financial Statements (FFS):**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., when they are both measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Council considers all revenues “available” if they are collected within 60 days after year-end. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred. The exceptions to this general rule are that (1) unmatured principal and interest on long-term debt, if any, are recorded when due and (2) claims and judgments and compensated absences are recorded as expenditures when paid with expendable available financial resources.

**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**June 30, 2004**

**Note 1      Summary of Significant Accounting Policies – (continued)**

**g. Interfund Activity:**

Interfund activity is reported as either loans or transfers. Loans between funds are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. All other interfund transactions are treated as transfers. Transfers represent a permanent reallocation of resources between funds. Transfers between funds are netted against one another as part of the reconciliation of the change in fund balances in the fund financial statements to the change in net assets in the Government-Wide Financial Statements.

**h. Cash and Cash Equivalents:**

Cash includes amounts in demand deposits, interest-bearing demand deposits, and petty cash. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Cash and cash equivalents are reported at their carrying amounts that equal their fair values.

**i. Investments:**

GASB Statement 31 requires the Council to report its investments at fair value, except for investments in non-participating interest-earning contracts, such as non-negotiable certificates of deposit with redemption terms that do not consider market rates. This type of investment is reported using a cost-based measure, provided that the fair market value of the contract is not significantly affected by the impairment of the credit standing of the issuer or other factors.

Investments that include securities traded on a national or international exchange are valued based on their last reported sales price. Investments that do not have an established market are reported at estimated fair value.

**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS  
June 30, 2004**

**Note 1      Summary of Significant Accounting Policies – (continued)**

**j. Capital Assets:**

The accounting and reporting treatment applied to the capital assets associated with a fund are determined by its measurement focus. Capital assets are long-lived assets that have been purchased or acquired with an original cost of at least \$1,000 and that have an estimated useful life of greater than one year. When purchased or acquired, these assets are recorded as capital assets in the Government-Wide Statement of Net Assets. In contrast, in the Fund Financial Statements, capital assets are recorded as expenditures of the fund that provided the resources to acquire the asset. If the asset was purchased, it is recorded in the books at its cost. If the asset was donated, then it is recorded at its estimated fair market value at the date of donation.

For capital assets recorded in the Government-Wide Financial Statements, depreciation is computed and recorded using the straight-line method for the asset's estimated useful life. The estimated useful lives of the various classes of depreciable capital assets are as follows:

|           |            |
|-----------|------------|
| Equipment | 5-10 years |
| Furniture | 10 years   |
| Vehicles  | 5 years    |
| Computers | 3 years    |

Salvage values have not been estimated by management when calculating how much of an asset's cost needs to be depreciated except for vehicles. For that category of capital asset, management has used 10% of the vehicle's initial cost as a salvage value estimate.

Depreciation is not computed or recorded on capital assets for purposes of the Fund Financial Statements.

**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2004**

**Note 1      Summary of Significant Accounting Policies – (continued)**

**k.    Compensated Absences:**

Annual leave is earned by employees and may be carried over into the next year at a rate of no more than one year's accumulation. This amount is not significant and has not been recorded in the financial statements.

**l.    Management's use of Estimates:**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

**m.   Elimination and Reclassifications:**

In the process of aggregating data for the Statement of Net Assets and the Statement of Activities, some amounts reported as interfund activity and balances in the funds were eliminated or reclassified. Interfund receivables and payables were eliminated to minimize the "grossing up" effect on assets and liabilities within the governmental activities column.

**Note 2      Revenue Recognition**

Revenues are recorded in the Government-Wide Statements when they are earned under the accrual basis of accounting. In applying the susceptible to accrual concept using this basis of accounting, intergovernmental grant revenues, program service fees, and interest income are usually both measurable and available. However, the timing and amounts of the receipts are often difficult to measure; therefore, they are recorded as revenue in the period received.

**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS  
June 30, 2004**

**Note 3           Cash**

The Council maintains a checking account at Concordia Bank & Trust Co. The consolidated bank account is available for use by all funds. The purpose of this consolidated account is to reduce administration costs and facilitate cash balances to cover any negative cash balances in other funds at year end. At June 30, 2004, the balance of the Council's bank accounts was \$113,445. At June 30, 2004, the balance of the certificates of deposits were \$68,590. All of the deposits were covered by federal depository insurance. GASB Statement 3 categorized the credit risk of these deposits as Category 1 because they are fully insured.

**Note 4           Contracts Receivable**

Government grants and contracts receivable represent amounts owed to the Council under a grant award or contract with a provider of federal, state, or local funds; such amounts being measurable and available as of year-end.

Government grants and contracts receivable at year-end, consist of the following:

| <u>Program</u>          | <u>Fund</u>     | <u>Funding Agency</u>      | <u>Amount</u>    |
|-------------------------|-----------------|----------------------------|------------------|
| Title III-B             | Special Revenue | Cenla AAA                  | \$ 5,451         |
| Title III C-1           | Special Revenue | Cenla AAA                  | 2,181            |
| Title III C-2           | Special Revenue | Cenla AAA                  | 1,746            |
| Title III E             | Special Revenue | Cenla AAA                  | 9,682            |
| Title III D             | Special Revenue | Cenla AAA                  | 246              |
| Medicaid Transportation | General Revenue | Dept of Health & Hospitals | <u>26</u>        |
|                         |                 | Totals                     | <u>\$ 19,352</u> |

**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS  
June 30, 2004**

**Note 5      Changes in Fixed Assets**

A summary of changes in general fixed assets follows:

|           | <u>Balance</u><br><u>6/30/03</u> | <u>Additions</u> | <u>Deletions</u> | <u>Balance</u><br><u>6/30/04</u> |
|-----------|----------------------------------|------------------|------------------|----------------------------------|
| Equipment | \$ 7,292                         |                  |                  | 7,292                            |
| Vehicles  | <u>124,727</u>                   | <u>67,202</u>    | <u>54,822</u>    | <u>137,107</u>                   |
| Total     | <u>\$ 132,019</u>                | <u>\$ 67,202</u> | <u>\$ 54,822</u> | <u>\$ 144,399</u>                |

Depreciation was charged to governmental activities as follows:

|  |                  |
|--|------------------|
| Supportive Services:                                   |                  |
| Recreation (Non-priority services)                     | <u>\$ 21,608</u> |
| Total depreciation expense for governmental activities | <u>\$ 21,608</u> |

**Note 6      Board of Directors' Compensation**

The Board of Directors is a voluntary board; therefore, no compensation has been paid to any member. However, board members are reimbursed for any out-of-pocket costs that they might incur on behalf of the Council in accordance with the Council's applicable reimbursement policy.

**Note 7      In-Kind Contributions**

The Council received various in-kind contributions during the year. Senior Center facilities were furnished in Ferriday and Vidalia to the Council without charge for rent or utilities by the Concordia Parish school Board and the City of Vidalia. The Council's administrative office and Senior Center were provided by the Concordia Police Jury without charge for rent or utilities.

**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**June 30, 2004**

**Note 8           Income Tax Status**

The Council, a non-profit corporation, is exempt from federal income taxation under Section 501 (c) (3) of the Internal Revenue Code, and as an organization that is not a private foundation as defined in Section 509 (a) of the Code. It is also exempt from Louisiana income tax.

**Note 9           Judgments, Claims and Similar Contingencies**

There is no litigation pending against the Council as of year-end. The Council's management believes that any potential lawsuits would be adequately covered by insurance or resolved without any material impact upon the Council's financial statements.

**Note 10          Contingencies – Grant Programs**

The Council participates in a number of state and federal grant programs, which are Governed by various rules and regulations. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the Council has not complied with the rules and regulations governing the grants, refunds of any money received and the collectibility of any related receivable at year-end may be impaired. In management's opinion, there are no significant contingent liabilities relating to compliance with the rules and regulations governing state and federal grants; therefore, no provision has been recorded in the accompanying financial statements for such contingencies. Audits of prior years have not resulted in any significant disallowed costs or refunds. Any costs that would be disallowed would be recognized in the period agreed upon by the grantor agency and the Council.

**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2004**

**Note 11 Economic Dependency**

The Council receives the majority of its revenue through grants administered by the Louisiana Governor's Office of Elderly Affairs (GOEA) and awarded to the Cenla Area Agency on Aging, Inc. who in turn awards these grants to the Council on a per unit of service provided. The grant amounts are appropriated each year by the federal and state governments. If significant budget cuts are made at the federal and/or state level, the amount of funds the Council receives could be reduced significantly and have an adverse impact on its operations. Management is not aware of any actions that will adversely affect the amount of funds the Council will receive in the next fiscal year.

**Note 12 Risk Management**

The Council is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; job related illnesses or injuries to employees; and natural disasters. The Council has purchased commercial insurance to cover or reduce the risk of loss that might arise should one of these incidents occur. There have been no significant reductions in coverage from the prior year. No settlements were made

**Note 13 Interfund Transfers**

Operating transfers in and out are listed by fund for fiscal year ended 2004.

| Funds<br><u>Transferred In</u>         | <u>Funds Transferred Out</u> |                 |                |                  | Senior<br>Center | Supplemental<br>Senior<br>Center | General<br>Fund | Total<br>In     |
|--|------------------------------|-----------------|----------------|------------------|------------------|----------------------------------|-----------------|-----------------|
|  | <u>B</u>                     | <u>E</u>        | <u>D</u>       | <u>PCOA</u>      |                  |                                  |                 |                 |
| Title III B-<br>Supportive<br>Services |                              |                 | \$2,952        | \$ 21,048        | \$19,335         | \$ 3,825                         |                 | \$47,160        |
| Title III C-2                          |                              |                 |                |                  |                  |                                  | \$11,384        | 11,384          |
| Title III C-1                          |                              |                 |                |                  |                  |                                  | 5,418           | 5,418           |
| Title III E                            |                              |                 |                |                  |                  |                                  | 759             | 759             |
| General Fund                           | <u>\$16,284</u>              | <u>\$13,324</u> |                |                  |                  |                                  |                 | <u>29,608</u>   |
| Total Out                              | <u>\$16,284</u>              | <u>\$13,324</u> | <u>\$2,952</u> | <u>\$ 21,048</u> | <u>\$19,335</u>  | <u>\$ 3,825</u>                  | <u>\$17,561</u> | <u>\$94,329</u> |

**CONCORDIA COUNCIL ON AGING, INC.**

**NOTES TO FINANCIAL STATEMENTS**

**June 30, 2004**

**Note 13      Interfund Transfers- (continued)**

Transfers are used to (1) move revenues from the fund that statute or budget requires to expend them, and to (2) use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

These transfers were eliminated as a part of the consolidation process in preparing the Government-Wide Financial Statements.

**Note 14      Related Party Transactions**

There were no related party transactions during the year.

**SUPPLEMENTARY INFORMATION REQUIRED BY GASB STATEMENT 34**

**CONCORDIA COUNCIL ON AGING, INC.**  
**Vidalia, Louisiana**

**Budgetary Comparison Schedule - General Fund**  
**For The Year Ended June 30, 2004**

|  | <b>Budgeted Amounts</b> |              | <b>Actual</b>  | <b>Variance with Final</b> |
|--|-------------------------|--------------|----------------|----------------------------|
|  | <b>Original</b>         | <b>Final</b> | <b>Amounts</b> | <b>Budget</b>              |
|  |                         |              | <b>GAAP</b>    | <b>Favorable</b>           |
|  |                         |              | <b>Basis</b>   | <b>(Unfavorable)</b>       |
| <b>REVENUES</b>                                      |                         |              |                |                            |
| Intergovernmental                                    |                         |              |                |                            |
| Governor's Office of Elderly Affairs                 |                         |              |                |                            |
| Passed through Cenla Area Agency on Aging            | \$ 21,048               | \$ 21,048    | \$ 21,048      | \$ 0                       |
| Dept. of Health & Hospitals                          | 6,100                   | 6,100        | 4,224          | (1,876)                    |
| Investment Income                                    | 0                       | 0            | 1,486          | 1,486                      |
| Public Support                                       | 31,550                  | 31,550       | 944            | (30,606)                   |
| In-Kind Contributions                                | 0                       | 9,353        | 76,555         | 67,202                     |
| Total Revenues                                       | 58,698                  | 68,051       | 104,257        | 36,206                     |
| <b>EXPENDITURES</b>                                  |                         |              |                |                            |
| Current:   |                         |              |                |                            |
| Salaries   | 7,080                   | 7,080        | 7,016          | 64                         |
| Fringe   | 0                       | 0            | 657            | (657)                      |
| Travel   | 0                       | 0            | 84             | (84)                       |
| Operating Services                                   | 0                       | 0            | 382            | (382)                      |
| Operating Supplies                                   | 0                       | 0            | 91             | (91)                       |
| Other Costs  | 0                       | 0            | 985            | (985)                      |
| Capital Outlays                                      | 0                       | 0            | 67,202         | (67,202)                   |
| In-Kind Expenses                                     | 0                       | 9,353        | 9,353          | 0                          |
| Total Expenditures                                   | 7,080                   | 16,433       | 85,770         | (69,337)                   |
| Excess (deficiency) of revenues<br>over expenditures | 51,618                  | 51,618       | 18,487         | (33,131)                   |
| <b>OTHER FINANCING SOURCES (USES)</b>                |                         |              |                |                            |
| Transfers in   | 980                     | 980          | 29,608         | 28,628                     |
| Transfers out  | (52,598)                | (52,598)     | (38,609)       | 13,989                     |
| Gain on sale of assets                               | 0                       | 0            | 2,882          | 2,882                      |
| Total other financing sources and uses               | (51,618)                | (51,618)     | (6,119)        | 45,499                     |
| Net increase (decrease) in fund balances             | 0                       | 0            | 12,368         | 12,368                     |
| <b>FUND BALANCES</b>                                 |                         |              |                |                            |
| Beginning of year                                    | 192,782                 | 192,782      | 192,782        | 0                          |
| End of year  | \$ 192,782              | \$ 192,782   | \$ 205,150     | \$ 12,368                  |

The accompanying notes are an integral part of this statement.

**CONCORDIA COUNCIL ON AGING, INC.**  
**Vidalia, Louisiana**

**Budgetary Comparison Schedule - Title III B Fund**  
**For The Year Ended June 30, 2004**

|  | <u>Budgeted Amounts</u> |                 | <u>Actual<br/>Amounts</u> | <u>Variance<br/>with Final<br/>Budget</u> |
|--|-------------------------|-----------------|---------------------------|---|
|  | <u>Original</u>         | <u>Final</u>    | <u>GAAP<br/>Basis</u>     | <u>Favorable<br/>(Unfavorable)</u>        |
| <b>REVENUES</b>                                      |                         |                 |                           |   |
| Intergovernmental                                    |                         |                 |                           |   |
| Governor's Office of Elderly Affairs                 |                         |                 |                           |   |
| Passed through Cenla Area Agency on Aging            | \$ 44,931               | \$ 44,931       | \$ 46,635                 | \$ 1,704                                  |
| Police Jury  | 0                       | 0               | 1,500                     | 1,500                                     |
| Public Support                                       | 7,500                   | 7,500           | 30,967                    | 23,467                                    |
| Investment Income                                    | <u>0</u>                | <u>0</u>        | <u>629</u>                | <u>629</u>                                |
| Total Revenues                                       | <u>52,431</u>           | <u>52,431</u>   | <u>79,731</u>             | <u>27,300</u>                             |
| <b>EXPENDITURES</b>                                  |                         |                 |                           |   |
| Current:   |                         |                 |                           |   |
| Salaries   | 78,284                  | 78,284          | 69,939                    | 8,345                                     |
| Fringe   | 9,768                   | 9,768           | 7,568                     | 2,200                                     |
| Travel   | 3,402                   | 3,402           | 1,515                     | 1,887                                     |
| Operating Services                                   | 29,853                  | 29,853          | 25,705                    | 4,148                                     |
| Operating Supplies                                   | 9,323                   | 9,323           | 2,948                     | 6,375                                     |
| Other Costs  | <u>0</u>                | <u>0</u>        | <u>2,932</u>              | <u>(2,932)</u>                            |
| Total Expenditures                                   | <u>130,630</u>          | <u>130,630</u>  | <u>110,607</u>            | <u>20,023</u>                             |
| Excess (deficiency) of revenues<br>over expenditures | <u>(78,199)</u>         | <u>(78,199)</u> | <u>(30,876)</u>           | <u>47,323</u>                             |
| <b>OTHER FINANCING SOURCES (USES)</b>                |                         |                 |                           |   |
| Transfers in   | 78,199                  | 78,199          | 47,160                    | (31,039)                                  |
| Transfers out  | <u>0</u>                | <u>0</u>        | <u>(16,284)</u>           | <u>(16,284)</u>                           |
| Total other financing sources and uses               | <u>78,199</u>           | <u>78,199</u>   | <u>30,876</u>             | <u>(47,323)</u>                           |
| Net increase (decrease) in fund balances             | -0-                     | -0-             | -0-                       | -0-                                       |
| <b>FUND BALANCES</b>                                 |                         |                 |                           |   |
| Beginning of year                                    | <u>-0-</u>              | <u>-0-</u>      | <u>-0-</u>                | <u>-0-</u>                                |
| End of year  | <u>\$ -0-</u>           | <u>\$ -0-</u>   | <u>\$ -0-</u>             | <u>\$ -0-</u>                             |

The accompanying notes are an integral part of this statement.

**CONCORDIA COUNCIL ON AGING, INC.**  
**Vidalia, Louisiana**

**Budgetary Comparison Schedule - Title III C-1 Fund**  
**For The Year Ended June 30, 2004**

|  | <u>Budgeted Amounts</u> |                 | <u>Actual</u><br><u>Amounts</u> | <u>Variance</u><br><u>with Final</u><br><u>Budget</u> |
|--|-------------------------|-----------------|---------------------------------|---|
|  | <u>Original</u>         | <u>Final</u>    | <u>GAAP</u><br><u>Basis</u>     | <u>Favorable</u><br><u>(Unfavorable)</u>              |
| <b>REVENUES</b>                                      |                         |                 |                                 |   |
| Intergovernmental                                    |                         |                 |                                 |   |
| Governor's Office of Elderly Affairs                 |                         |                 |                                 |   |
| Passed through Cenla Area Agency on Aging            | \$ 38,759               | \$ 38,759       | \$ 9,150                        | \$ (29,609)   |
| Public Support                                       | <u>6,000</u>            | <u>6,000</u>    | <u>7,309</u>                    | <u>1,309</u>  |
| Total Revenues                                       | <u>44,759</u>           | <u>44,759</u>   | <u>16,459</u>                   | <u>(28,300)</u>                                       |
| <b>EXPENDITURES</b>                                  |                         |                 |                                 |   |
| Current:   |                         |                 |                                 |   |
| Salaries   | 13,117                  | 13,117          | 16,609                          | (3,492)   |
| Fringe   | 1,635                   | 1,635           | 1,610                           | 25  |
| Travel   | 399                     | 399             | 124                             | 275   |
| Operating Services                                   | 1,630                   | 1,630           | 2,209                           | (579)   |
| Operating Supplies                                   | 3,233                   | 3,233           | 893                             | 2,340   |
| Other Costs  | <u>0</u>                | <u>0</u>        | <u>432</u>                      | <u>(432)</u>  |
| Total Expenditures                                   | <u>20,014</u>           | <u>20,014</u>   | <u>21,877</u>                   | <u>(1,863)</u>  |
| Excess (deficiency) of revenues<br>over expenditures | <u>24,745</u>           | <u>24,745</u>   | <u>(5,418)</u>                  | <u>(30,163)</u>                                       |
| <b>OTHER FINANCING SOURCES (USES)</b>                |                         |                 |                                 |   |
| Transfers in   | 7,855                   | 7,855           | 5,418                           | (2,437)   |
| Transfers out  | <u>(32,600)</u>         | <u>(32,600)</u> | <u>0</u>                        | <u>32,600</u>   |
| Total other financing sources and uses               | <u>(24,745)</u>         | <u>(24,745)</u> | <u>5,418</u>                    | <u>30,163</u>   |
| Net increase (decrease) in fund balances             | -0-                     | -0-             | -0-                             | -0-   |
| <b>FUND BALANCES</b>                                 |                         |                 |                                 |   |
| Beginning of year                                    | <u>-0-</u>              | <u>-0-</u>      | <u>-0-</u>                      | <u>-0-</u>  |
| End of year  | <u>\$ -0-</u>           | <u>\$ -0-</u>   | <u>\$ -0-</u>                   | <u>\$ -0-</u>   |

The accompanying notes are an integral part of this statement.

**CONCORDIA COUNCIL ON AGING, INC.**  
**Vidalia, Louisiana**

**Budgetary Comparison Schedule - Title III C-2 Fund**  
**For The Year Ended June 30, 2004**

|  | <u>Budgeted Amounts</u> |                 | <u>Actual</u><br><u>Amounts</u><br><u>GAAP</u><br><u>Basis</u> | <u>Variance</u><br><u>with Final</u><br><u>Budget</u><br><u>Favorable</u><br><u>(Unfavorable)</u> |
|--|-------------------------|-----------------|--|---|
|  | <u>Original</u>         | <u>Final</u>    |  |   |
| <b>REVENUES</b>                                      |                         |                 |  |   |
| Intergovernmental                                    |                         |                 |  |   |
| Governor's Office of Elderly Affairs                 |                         |                 |  |   |
| Passed through Cenla Area Agency on Aging            | \$ 56,725               | \$ 56,725       | \$ 24,725  | \$ (32,000)   |
| Public Support                                       | <u>4,000</u>            | <u>4,000</u>    | <u>4,729</u>   | <u>729</u>  |
| Total Revenues                                       | <u>60,725</u>           | <u>60,725</u>   | <u>29,454</u>  | <u>(31,271)</u>   |
| <b>EXPENDITURES</b>                                  |                         |                 |  |   |
| Current:   |                         |                 |  |   |
| Personnel  | 24,058                  | 24,058          | 21,480   | 2,578   |
| Fringe   | 3,004                   | 3,004           | 2,395  | 609   |
| Travel   | 13,133                  | 13,133          | 12,093   | 1,040   |
| Operating Services                                   | 3,611                   | 3,611           | 3,343  | 268   |
| Operating Supplies                                   | 516                     | 516             | 581  | (65)  |
| Other Costs  | <u>0</u>                | <u>0</u>        | <u>946</u>   | <u>(946)</u>  |
| Total Expenditures                                   | <u>44,322</u>           | <u>44,322</u>   | <u>40,838</u>  | <u>3,484</u>  |
| Excess (deficiency) of revenues<br>over expenditures | <u>16,403</u>           | <u>16,403</u>   | <u>(11,384)</u>  | <u>(27,787)</u>   |
| <b>OTHER FINANCING SOURCES (USES)</b>                |                         |                 |  |   |
| Transfers in   | 15,382                  | 15,382          | 11,384   | (3,998)   |
| Transfers out  | <u>(31,785)</u>         | <u>(31,785)</u> | <u>0</u>   | <u>31,785</u>   |
| Total other financing sources and uses               | <u>(16,403)</u>         | <u>(16,403)</u> | <u>11,384</u>  | <u>27,787</u>   |
| Net increase (decrease) in fund balances             | 0                       | 0               | 0  | 0   |
| <b>FUND BALANCES</b>                                 |                         |                 |  |   |
| Beginning of year                                    | <u>0</u>                | <u>0</u>        | <u>0</u>   | <u>0</u>  |
| End of year  | <u>\$ 0</u>             | <u>\$ 0</u>     | <u>\$ 0</u>  | <u>\$ 0</u>   |

The accompanying notes are an integral part of this statement.

**SUPPLEMENTARY FINANCIAL INFORMATION REQUIRED BY GOEA**

**CONCORDIA COUNCIL ON AGING, INC.**  
Vidalia, Louisiana

**SCHEDULE OF NON-MAJOR SPECIAL REVENUE FUNDS**  
For the Year Ended June 30, 2004

|   | <u>Title III E</u> | <u>Title III D</u> | <u>Senior Center</u> | <u>Utility Assistance</u> | <u>Supplemental Senior Center</u> | <u>AHEC Grant</u> | <u>Total</u>  |
|---|--------------------|--------------------|----------------------|---------------------------|-----------------------------------|-------------------|---------------|
| <b>REVENUES</b>                                 |                    |                    |                      |                           |                                   |                   |               |
| Intergovernmental                               |                    |                    |                      |                           |                                   |                   |               |
| Governor's Office of Elderly Affairs            | \$ 0               | \$ 0               | \$ 19,335            | \$ 0                      | \$ 3,825                          | \$ 0              | \$ 23,160     |
| Passed through Cenla Area Agency on Aging, Inc. | 20,489             | 2,952              | 0                    | 0                         | 0                                 | 0                 | 23,441        |
| Public Support:                                 |                    |                    |                      |                           |                                   |                   |               |
| LACOA   | 0                  | 0                  | 0                    | 2,352                     | 0                                 | 0                 | 2,352         |
| Area Health Education Center                    | <u>0</u>           | <u>0</u>           | <u>0</u>             | <u>0</u>                  | <u>0</u>                          | <u>12,738</u>     | <u>12,738</u> |
| Total Revenue                                   | <u>20,489</u>      | <u>2,952</u>       | <u>19,335</u>        | <u>2,352</u>              | <u>3,825</u>                      | <u>12,738</u>     | <u>61,691</u> |
| <b>EXPENDITURES</b>                             |                    |                    |                      |                           |                                   |                   |               |
| Current:  |                    |                    |                      |                           |                                   |                   |               |
| Salaries  | 5,240              | 0                  | 0                    | 0                         | 0                                 | 0                 | 5,240         |
| Fringe  | 757                | 0                  | 0                    | 0                         | 0                                 | 0                 | 757           |
| Travel  | 175                | 0                  | 0                    | 0                         | 0                                 | 737               | 912           |
| Operating Services                              | 1,036              | 0                  | 0                    | 0                         | 0                                 | 9,197             | 10,233        |
| Operating Supplies                              | 270                | 0                  | 0                    | 0                         | 0                                 | 298               | 568           |
| Other Costs                                     | 445                | 0                  | 0                    | 0                         | 0                                 | 0                 | 445           |
| Utility Assistance                              | <u>0</u>           | <u>0</u>           | <u>0</u>             | <u>2,953</u>              | <u>0</u>                          | <u>0</u>          | <u>2,953</u>  |
| Total Expenditures                              | <u>7,923</u>       | <u>0</u>           | <u>0</u>             | <u>2,953</u>              | <u>0</u>                          | <u>10,232</u>     | <u>21,108</u> |

|   |                 |                |                 |               |                |                 |                 |
|---|-----------------|----------------|-----------------|---------------|----------------|-----------------|-----------------|
| Excess (deficiency of revenues over expenditures) | <u>12,566</u>   | <u>2,952</u>   | <u>19,335</u>   | <u>(601)</u>  | <u>3,825</u>   | <u>2,506</u>    | <u>40,583</u>   |
| Other Financing Sources                           |                 |                |                 |               |                |                 |                 |
| Transfers in                                      | 759             | 0              | 0               | 0             | 0              | 0               | 759             |
| Transfers out                                     | <u>(13,324)</u> | <u>(2,952)</u> | <u>(19,335)</u> | <u>0</u>      | <u>(3,825)</u> | <u>0</u>        | <u>(39,436)</u> |
| Total other financing sources and uses            | <u>(12,566)</u> | <u>(2,952)</u> | <u>(19,335)</u> | <u>0</u>      | <u>(3,825)</u> | <u>0</u>        | <u>(38,678)</u> |
| <b>Net Increase (Decrease) In Fund Balance</b>    | 0               | 0              | 0               | (601)         | 0              | 2,506           | 1,905           |
| <b>Fund Balances</b>                              |                 |                |                 |               |                |                 |                 |
| Beginning of the Year                             | <u>0</u>        | <u>0</u>       | <u>0</u>        | <u>1,505</u>  | <u>0</u>       | <u>0</u>        | <u>1,505</u>    |
| End of the Year                                   | <u>\$ 0</u>     | <u>\$ 0</u>    | <u>\$ 0</u>     | <u>\$ 904</u> | <u>\$ 0</u>    | <u>\$ 2,506</u> | <u>\$ 3,410</u> |

The accompanying notes are an integral part of this statement.

**CONCORDIA COUNCIL ON AGING, INC.**  
**Vidalia, Louisiana**

**COMPARATIVE SCHEDULE OF GENERAL FIXED ASSETS  
AND CHANGES IN GENERAL FIXED ASSETS  
For the Year Ended June 30, 2004**

|   | Balance<br>June 30,<br><u>2003</u> | <u>Additions</u> | <u>Deletions</u> | Balance<br>June 30,<br><u>2004</u> |
|---|------------------------------------|------------------|------------------|------------------------------------|
| GENERAL FIXED ASSETS, AT COST               |                                    |                  |                  |                                    |
| Furniture                                   | \$ 7,292                           | \$ 0             | \$ 0             | \$ 7,292                           |
| Vehicles                                    | <u>124,727</u>                     | <u>67,202</u>    | <u>54,822</u>    | <u>137,107</u>                     |
| Total General Fixed Assets                  | <u>\$ 132,019</u>                  | <u>\$ 67,202</u> | <u>\$ 54,822</u> | <u>\$ 144,399</u>                  |
| INVESTMENT IN GENERAL FIXED ASSETS          |                                    |                  |                  |                                    |
| General                                     | 26,733                             | \$ 13,440        | \$ 14,158        | \$ 26,015                          |
| Act 735                                     | <u>105,286</u>                     | <u>53,762</u>    | <u>40,664</u>    | <u>118,384</u>                     |
| Total Investment in General<br>Fixed Assets | <u>\$ 132,019</u>                  | <u>\$ 67,202</u> | <u>\$ 54,822</u> | <u>\$ 144,399</u>                  |

The accompanying notes are an integral part of this statement.

**OTHER REPORT REQUIRED BY  
*GOVERNMENT AUDITING STANDARDS***



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## DAUZAT, BEALL & DEBEVEC, CPAs

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A PROFESSIONAL CORPORATION

### REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Directors  
Concordia Council on Aging, Inc.

We have audited the general purpose financial statements of Concordia Council on Aging, Inc. (a non-profit organization) as of and for the year ended June 30, 2004, and have issued our report thereon dated November 16, 2004. We conducted our audit in accordance with generally accepted auditing standards in the U.S. and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

#### **Compliance**

As part of obtaining reasonable assurance about whether the **Council's** financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions is not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no material instances of noncompliance that are required to be reported under *Government Auditing Standards*.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the **Council's** internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operations that we consider to be material weaknesses.

This report is intended for the information of the Board of Directors, management and federal awarding agencies, and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

*Dauzat, Beall & Debevec*

Certified Public Accountants  
November 16, 2004

**CONCORDIA COUNCIL ON AGING, INC.**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**For the Year Ended June 30, 2004**

We have audited the financial statements of Concordia Council on Aging, Inc. as of and for the year ended June 30, 2004, and have issued our report thereon dated November 16, 2004. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our audit of the financial statements as of June 30, 2004 resulted in an unqualified opinion.

**Section 1 Summary of Auditor's Reports**

a. Report on Internal Control and Compliance Material to the Financial Statements

Internal control

Material Weaknesses  Yes  No      Reportable Conditions  Yes  No

Compliance

Non Compliance Material to Financial Statements  Yes  No

**Section II Financial Statement Findings**

There were no Financial Statement findings or questioned costs.

**CONCORDIA COUNCIL ON AGING, INC.  
SCHEDULE OF PRIOR YEAR FINDINGS  
For the Year Ended June 30, 2004**

**SECTION 1 INTERNAL CONTROL AND COMPLIANCE MATERIAL TO THE  
FINANCIAL STATEMENTS**

There were no Internal Control or Compliance findings for the year ended June 30, 2003.